



**Request for Proposals for Pre-Qualified Real Estate Development and Planning Related Consultants**

**Addendum #6**

Release Date: June 13, 2017

Below are additional responses to questions submitted regarding the RFP:

<b>Question</b>	<b>Response</b>
1. In Addendum #4, response #53, you state that respondents must complete the MWBE Utilization Plan; however, in response #56b, you state that respondents are only required to complete OCSD forms #1 and #4 and that completion of OCSD forms #2 and #3 (which is the MWBE Utilization Plan) is only required as contracts are awarded.	1. Please see Addendum #5 which clarifies the OCSD forms required for this submission. Addendum #5 is available <a href="#">here</a> .
2. Is there an option to hand deliver our submission?	2. Hand delivery is acceptable within the deadline parameters.
3. In order to complete the OCSD-4 form we are required to submit an “ESD Contract/Project Number”, which is indicated as a mandatory field? What is the contract or project number for this submission?	3. An ESD Contract/Project number is not necessary for this submission.
4. Can architecture firms apply to this RFP?	4. Yes.
5. Section IV. mentions that “Information should be presented in 12 point font, with standard margins printed on two-sided 8.5x11 inch pages, and bound in a single package. Please do not submit oversized or laminated proposals.” Should we make everything 8.5x11 including tabs?	5. Tabs may exceed the 8.5 x 11 parameters.
6. The OSC website states that it will take about a week for an ID to become active in order to complete the vendor questionnaire. Should I complete a paper copy of this form or submit the OSC response with a statement that the questionnaire will be completed online once the ID is active?	6. Please complete the paper copy of this form and have it notarized.



7. We have reviewed the SDVOB requirements and reviewed the list of certified NYS Service Disabled Veteran-Owned business on the Division of Service Disabled Veteran's web site and have not found a SDVOB firm that we can utilize for the requested service category we are going after. Under section III. Request for Waiver it states that respondents should ("...speak to the Designated Contacts at ESD for guidance.") It looks as though we can request a waiver at the same time as submitting the SDVOB Utilization Plan and I am wondering if that request can be a statement on our company letterhead requesting such a waiver?

7. Respondents must provide proof of due diligence/good faith efforts if they are unable to provide SDVOBs in their utilization plan. Along with this proof, respondents can submit a request for waiver on their company letterhead. Upon review of efforts a waiver may be awarded.

The foregoing is added to and made part of the RFP. Any questions regarding this addendum may be submitted to the designated contact account for this solicitation at [REprequal@esd.ny.gov](mailto:REprequal@esd.ny.gov). In order to receive an update when a new addendum is posted to the ESD website, please email [REprequal@esd.ny.gov](mailto:REprequal@esd.ny.gov). If you have already emailed this account, you will be notified of future updates.